



**CITY OF SAN BRUNO
COMMUNITY PREPAREDNESS COMMITTEE**

**MINUTES
February 16, 2012**

CALL TO ORDER

Meeting Called to order at 6:30 P.M.

1. ROLL CALL

Committee Members

	<u>Present</u>	<u>Absent</u>
Dena Gunning, Chair	x	
George Peponis, Vice Chair	x	
Steven Johnson, Member	x	
Ronald LaPedis, Member		x
Mike Ward, Member	x	

Ex-officio Members

Brian Molver, OES Representative		x
Walt Long, Am. Radio Volunteers Rep.	x	

Staff Members

Dennis Haag - Fire		x
Jim Allan - Fire	x	
Gary Carson - Fire	x	
Dennis Bosch - Public Works		x
Tim Mahon - Police	x	

2. REVIEW OF AGENDA

Agenda was reviewed.

3. APPROVAL OF MINUTES

Minutes for January were approved with corrections, should have stated minutes from December were approved. Also requested that Change in Department Liaison(s) to this committee are changing from Noreen Hanlon, Police Department over to Jim Allan, Fire Department to be shown under Staff Reports.

4. UNFINISHED BUSINESS

- Prior to starting unfinished business Chair Gunning requested to have LCD tuned to CATV Ch. 1 in order to verify that PSAs were being run, however at the time a Caltrain Grade Separation Meeting was being aired, so it was not possible to see if PSAs were being run.
- Update on social media communication conduits for potential community preparedness use. Run CERT Video or Photos of first CERT Classes on CATV, City Website or Social Media in order to promote CERT. Mike Ward would like to take photos or videos of the CERT Train The Trainer Course, not necessarily the whole course but bits and pieces of the course for CATV/Social Media.

- PSA(s). Update. Spanish Translations have been completed and the PSA(s) are running on CATV and should be running every month for the whole month in both English & Spanish. This agenda item is now complete and can be removed from the agenda. Dena would like to follow-up with Parks & Recreation on doing a single preparedness course as not everyone will want to do CERT Training and add it as one of the 2012 goals. The Committee spent approximately 1 hour and 15 minutes in discussion about CERT and how the volunteers would be used in the event of a disaster. Questions regarding would they be called to report to the EOC and how would they be used were raised. Battalion Chief Allan informed the group that the only people that might be called to report to the EOC if it were activated would be the HAM Radio Operators and they would be stationed in the Radio room for communication purposes, and that other citizen volunteers that were not HAM radio operators would probably not be used. CERT volunteers would be used at the neighborhood level and not in the EOC. Chief Allan also mentioned that the Committee Members main purpose is for public awareness and preparedness prior to a disaster striking, in order to assist with informing the community on how to be prepared in the event of a disaster.
- CERT Update. The Train the Trainer Course is scheduled for March 30, 31, 2012 in Menlo Park. There will also be a Program Manager Course March 28, 29 2012. Dena stated we would the next CERT Class would not be started until the Train the Trainer and Program Manager Course were completed so would probably not start until April or May. Next session will be open to all the names on the current list (approximately 60) before the course would be offered to anyone else.
- Status of 2011 Goals: (See November or December minutes for highlights)
- Staff will need to verify date Committee will present the Annual Report to the City Council.
- 2012 Goals.
 - CERT Classes in April-May 2012
 - Recommendation for City to use SMC Alert, to run test alerts each month.
 - Updating Community Preparedness Minutes & Agendas on City website.
 - Community Outreach
 - Enewsletter
 - Preparedness Day at Senior Center
 - June 9, 2012 San Mateo County Preparedness Day at the fairgrounds.

5. **STAFF REPORTS**

Fire: Battalion Chief Allan No report.

Police: Commander Hanlon No Report.

Public Works: No report, not present.

6. **COMMITTEE REPORTS**

Amateur Radio Volunteers – Walt Long – This month's meeting was good, Starting in March the meetings will move back to the EOC.

OES, No report not present. Chief Haag to request a written report or update when representative is unable to attend the meeting.

7. **NEW BUSINESS**
8. **AGENDA BUILDING FOR NEXT MEETING.**
 - Next meeting in March 15, 2012.
9. **PUBLIC COMMENT ITEMS NOT ON THE AGENDA:** None
10. **ADJOURNMENT:**

The meeting was adjourned at 7:15 p.m.